

The Peter Pan Centre is a registered charity that gives children with special educational needs the best start in life and their families the support they deserve.

This is an exciting time for us as we grow with the aim of reaching more children and families in need of our help. We are looking for an approachable, friendly, caring and dedicated Specialist Practitioner to join our early year's team and make a difference in children's lives every single day through exceptional early education.

Job Description

JOB TITLE:	Specialist Practitioner
SALARY:	£12.50-£13.42 per hour, dependent on experience. Actual salary £17,813 - £19,123.50
CONTRACT:	Permanent
HOURS:	37.5 hours per week, term-time only (38 weeks)
LOCATION:	The Peter Pan Centre
RESPONSIBLE TO:	Deputy Early Years Manager, Centre Manager

Job overview

Under direction and guidance from the Centre Manager/Deputy Centre Manager, the post holder will work in a team to implement high quality early education by providing a stimulating, caring and safe environment in which children can develop to their full potential. They will engage with and support the Centre's charitable purpose of giving children with special educational needs the best start in life and their families the support they deserve.

Tasks and responsibilities include

- Participating in the planning and provision of a suitable environment for play and learning both indoors and outdoors, which encourages positive growth and development for children in line with Ofsted requirements and the Early Years Foundation Stage.
- Being a Key Person, responsible for observing, assessing and planning to support children's development.
- Developing strong relationships with families, communicating clearly and effectively both verbally and in writing on a regular basis, including during review meetings, in celebrating children's achievements, and through written reports.
- Assuming responsibility for a specific work area e.g. First Aider, Behaviour Management Coordinator, Oral Hygiene etc.
- Recording and reporting any concerns relating to child protection in line with the Local Safeguarding Children Board procedures
- Liaising with professional agencies with support from the management team.

- Adhering to and implementing the policies and procedures of the Centre at all times.
- Promoting an inclusive and equal opportunity environment and upholding the charity's values at all times: nurturing, equity, courageous, aspirational, professional excellence.
- Attending staff meetings and internal and external development and training as requested.
- Maintaining confidentiality and upholding GDPR (General Data Protection Regulation)
- Supporting at fundraising events on an occasional and ad-hoc basis

This is not a comprehensive list of all the tasks which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.

Person Specification: Specialist Practitioner

E = Essential D= Desirable

Education and Qualifications

- NVQ 3 in Early Years Childcare or equivalent (E)
- Appropriate and current First Aid, Food Handling, Safeguarding, Manual Handling qualifications or a willingness to undertake within the first six months of employment (E)
- An English suitable level 2 qualification (E)
- A Maths suitable Level 2 qualification (D)
- Evidence of relevant safeguarding training (E)

Experience

- Minimum of 2 years post-qualifying experience in a childcare setting with significant special educational needs experience (E)
- Working in partnership with parents/carers and external agencies (E)
- Experience of working with systems such as PEC's, Makaton, TEACHH etc. (D)
- Job related knowledge: Early Years Foundation Stage, Health & Safety legislation, SEND Code of Practice, Safeguarding and Child Protection, Equal opportunities (E)

Skills

- Affinity with children (E)
- Good communication skills (written and verbal) (E)
- Ability to take a lead on a named aspect of the nursery provision (E)
- Ability to work as a mature and responsible member of a team under the direction of a manager, and work independently when required (E)
- Ability to develop positive relationships with colleagues, parents, children and outside agencies (E)
- Ability to maintain confidentiality (E)
- Responsive and empathetic to others needs and concerns. (E)
- A good understanding of the importance of data protection (D)

Other

- Willingness to undertake professional development. (E)
- This role is subject to vigorous safer recruitment checks including an enhanced DBS clearance. (E)